

# CHECKLIST FOR PARISH ELECTION RATIFICATION

(Parish Clergy and/or Election Committee Chairman should please check off and enclose each item below **before** mailing and send this page as a cover sheet for all required documents in **one** submission.)

- \_\_\_\_\_ 1. Certification of Pre-election Seminar Attendance
- \_\_\_\_\_ 2. Parish Council Candidate's Pledge forms (one for each candidate elected to serve on Parish Council)
- \_\_\_\_\_ 3. Listing of Election results (with names and number of votes for each candidate)
- \_\_\_\_\_ 4. Verification of Parish Council Elections Form
- \_\_\_\_\_ 5. Verification of Parish Total Membership Number Form/Parish Financial Obligation that is up-to-date with Archdiocese/Metropolis

Signature of Parish Priest \_\_\_\_\_

Signature of Election Committee Chairman \_\_\_\_\_

Date Mailed from Parish to Metropolis Office \_\_\_\_\_

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***For Metropolis of Atlanta USE ONLY during ratification process***

**Dear Parish Priest/Election Committee Chairman:**

Date Election Materials Received at Metropolis Office from your parish: \_\_\_\_\_

Items received are marked with ✓ (*checkmark*). Missing/Incomplete items include those items marked with X. *Please send them as soon as possible so ratification request can be processed.*

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Faithfully yours,

+Fr. George Tsahakis, Chancellor

Date: \_\_\_\_\_